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CALL FOR EUSAIR YOUTH COUNCIL

Application pack

Version: DD.MM.YYYY

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## Introduction

This Application pack was drafted based on EUSAIR Youth Council Concept Paper. The Call will be opened based on EUSAIR Governing Board (GB) decision for those countries from which at least one of the current regular members could or did not prolong their mandate. The Call will be open from DD.MM.YYYY **to** DD.MM.YYYY (a period of 6 to 8 weeks). The application process will take place online, on the EUSAIR website [www.adriatic-ionian.eu](http://www.adriatic-ionian.eu). And will be accompanied by an extensive online communication campaign.

The draft Application pack is composed of the [Call announcement](#_Call_announcement), [Application form](#_Application_Form), [Motivational letter template](#_Motivational_Letter) and [Assessment of application](#_Assessment_of_applications)s. Call announcement, Application form and Motivational letter will be published on the website. Application and Motivational letter will be part of the same online form.

## Call announcement (to be published on the website)

**Introduction**

Are you a motivated and passionate individual with a vision for the future of the Adriatic and Ionian Region? Are you between the ages of 18 and 29, fluent in English, and a resident of the Adriatic-Ionian Region? If so, we invite you to apply for the EUSAIR Youth Council!

The EUSAIR Youth Council is seeking motivated and passionate individuals who are committed to shaping the future of the Adriatic and Ionian Region. This is a unique opportunity to contribute to the development of policies and strategies that will impact the region for years to come.

To learn more about macroregions, EUSAIR and macroregional Youth Councils please visit the following link: <https://tools.espcommunity.eu/>

**Why Apply?**

* ***Contribute to regional development***: Play a pivotal role in shaping policies and strategies that will directly influence the Adriatic-Ionian Region's future.
* ***Networking opportunities***: Connect with like-minded individuals, experts, and decision-makers in the field.
* ***Professional growth***: Enhance your skills, gain valuable experience, and make a tangible impact on regional initiatives.

**Interested candidates should demonstrate**

* Genuine interest in the EUSAIR thematic priorities.
* Commitment to fostering positive change in the Adriatic-Ionian Region.
* Strong communication skills and the ability to work collaboratively in a diverse team.

**Eligibility Criteria**

* Permanent resident in countries and regions of the Adriatic-Ionian Region.
* Age between 18 and 29 years old (at the time of submitting the application).
* Fluent in English.
* Not a member of EUSDR or EUSALP Youth Councils at the time of applying.
* .

**Admissibility Criteria**

Fully completed application form and motivational letter submitted on time.

**Deadline for submission**

Only online applications submitted until DD.MM.YYYY until HH.MM, will be considered.

**Selection process**

After submitting the application form and motivational letter, the EUSAIR Facility Point will check the eligibility of applications. Only eligible candidates will be further assessed. After assessing the motivational letter, candidates with score equal or above the threshold will be proposed for selection by the Facility Point ensuring the diversity in country, gender, location (urban or rural), interests, and age. The list of candidates and the threshold for current Call will be proposed for approval to the EUSAIR Governing Board by EUSAIR Youth Consultation Task Force.

**Expected commitment**

* Commitment to a one-year mandate (with the possibility of two extensions).
* Undergo capacity building at the start of the mandate.
* Meet several times a year, both online and in person.
* Active participation in meetings of EUSAIR governance bodies.
* Engage and exchange with young people, youth and/or civil society organisations and networks in the region.
* Promote EUSAIR in the region with the support of the EUSAIR governance bodies.
* Exchange with young people from other macro-regions.

## Application Form (online on the website)

The Application Form serves to the involved EUSAIR governance bodies to gather information enabling them to carry out the eligibility check and selection following the principle of balanced representation by country, gender, location (urban or rural), interests, and age.

1. \* NAME \_\_\_\_\_\_\_\_\_\_

LAST NAME\_\_\_\_\_\_\_\_\_\_\_

1. \* DATE OF BIRTH (Individuals must be at least 18 years old and not more than 29 years old on the date of entry.): DD/MM/YYYY
2. EMAIL \_\_\_\_\_\_\_\_\_\_\_\_
3. PHONE NUMBER\_\_\_\_\_\_\_\_\_\_
4. \* GENDER (single choice selection):
	* Female
	* Male
	* Other
		+ Other (If other, what is your current level of education)
5. ADDRESS

STREET\_\_\_\_\_\_\_\_\_\_\_\_

STREET NUMBER \_\_\_\_\_\_\_\_\_\_\_\_

POSTCODE\_\_\_\_\_\_\_\_\_\_\_\_

TOWN \_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. \* COUNTRY AND REGION OF PERMANENT RESIDENCE *In which EUSAIR participating country/region is your permanent residency?* (Single choice selection)
	* Albania
	* Bosnia and Herzegovina
		+ Federation of Bosnia and Herzegovina
		+ Republika Srpska
		+ Brčko District of Bosnia and Herzegovina
	* Croatia
	* Greece
	* Italy (only EUSAIR participating regions)
		+ Abruzzo
		+ Basilica
		+ Calabria
		+ Emilia-Romagna
		+ Friuli-Venezia Giulia
		+ Lombardia
		+ Marche
		+ Molise
		+ Puglia
		+ Sicilia
		+ Trentino-Alto Adige
		+ Umbria
		+ Veneto
	* Montenegro
	* North Macedonia
	* San Marino
	* Serbia
	* Slovenia
2. RURAL/URBAN ORIGIN *Did you grow up in a rural or urban environment?* (Single choice selection)
	* Rural (village with less than 8.000 inhabitants)
	* Urban
3. RURAL/URBAN LIVING *Do you currently live in rural or in urban environment?* (Single choice selection)
	* Rural (village with less than 8.000 inhabitants)
	* Urban
4. LEVEL OF EDUCATION *Your highest completed level of formal education is?* (Single choice selection)
	* High school / Secondary school diploma
	* Apprenticeship
	* Bachelor
	* Master
	* PhD / Doctorate
	* Other
		+ Other (If other, what is your current level of education)
5. CURRENT STATUS *Your current status is?* (Single choice selection)
	* High school / Secondary school student
	* Student
	* Worker/employee
	* Entrepreneur/start-up
	* Volunteer
	* Job seeker
	* Other
		+ Other (If other, what is your current status)
6. EUSAIR THEMATIC PRIORITIES *Among the thematic priorities of EUSAIR, which areas align with the themes of your education and/or professional work and/or interest?* (A maximum of three options can be selected)
	* Blue And Green Technologies
	* Fisheries And Aquaculture
	* Maritime And Marine Governance and Services
	* Maritime Transport
	* Multimodal Connectivity
	* Urban Nodes
	* Energy Networks
	* Decarbonising Energy Systems
	* Marine And Coastal Environment
	* Transnational Terrestrial Habitats and Biodiversity
	* Facilitating Digital and Green Transition of The Tourism and Cultural Heritage Offer
	* Preparing for the Future in Sustainable Tourism: Knowledge, Skills, and Management
	* Youth Engagement and Employment
	* Promoting Skills Acquisition for Future Labour Markets
	* Decent Work and Gender Equality
	* Social Innovation
	* EU Enlargement
	* Capacity Building
	* Research and Innovation
	* Circular Economy
	* Digitalisation
	* Green Rural Development
7. COMMITMENT *I am ready to commit for at least one year to the EUSAIR Youth Council, to attend physical and virtual meetings, to participate in EUSAIR events, youth activities and share information about EUSAIR and EYC activities among fellow young people and bring in their ideas.* (Single choice selection)
	* YES
	* NO
8. \* FLUENCY IN ENGLISH *Do you possess a level of at least B2 in English? Based on the* [*Common European Framework for Languages (CEFR) self-assessment grid[[1]](#footnote-2).*](https://rm.coe.int/CoERMPublicCommonSearchServices/DisplayDCTMContent?documentId=090000168045bb52) *As all the work of the EYC and EUSAIR is conducted in English.* (Single choice selection)
	* YES
	* NO
9. \* *I confirm I am currently NOT a member of the EUSDR or EUSALP Youth Council.*
10. *Are you a member of a political party or member of the youth branch/wing of a political party?*
	* YES
	* NO

*If yes, I confirm that, by assuming membership in the EUSAIR Youth Council, I will represent the youth of the Adriatic-Ionian Region, and not the political party to which I belong.*

1. *Hereby I certify that all information provided in this application is true and accurate to the best of my knowledge and belief. I understand that if any discrepancies are discovered later regarding the eligibility criteria, I may be excluded from the EYC.*
2. *GDPR* *By submitting this application for membership in the EUSAIR Youth Council, I consent to the collection and processing of my personal data by the EUSAIR Facility Point for the purpose of evaluating your application and managing the selection process. I also allow possible sharing of provided data with members of the EUSAIR Youth Consultation Task Force and the EUSAIR Governing Board solely for the purpose of selecting candidates. All data will be handled in accordance with the General Data Protection Regulation (EU) 2016/679 and applicable national data protection laws, ensuring personal information is stored securely and used only for the stated purposes.*

**\* Please note: questions marked with \* are linked to the eligibility check. In case these questions are not completed the candidate will not be further assessed.**

**Please proceed with filling in the open questions of the Motivational letter. Note that answering all questions of the motivational letter is compulsory.**

## Motivational Letter

The Motivational Letter serves to the EUSAIR Facility Point to assess the candidates based on quality assessment criteria.

When carrying out assessment of the candidates for the EUSAIR Youth Council, the assessor will focus on motivational questions that align with the Council's objectives outlined in the latest approved EUSAIR Youth Council Concept Paper. The questions are designed to gauge the candidates' motivation to engage in EUSAIR, their skills and experiences, understanding of the region's challenges and their vision for the future. The assessor follows the qualitative criteria, for each candidate: person’s relevance, insightfulness, networking, motivation for engagement in EUSAIR as well as clarity and coherence.

**Motivation Letter form** (online on the website)

1. ***What are your long-term personal and professional goals, and how does being a part of the EUSAIR Youth Council align with these aspirations?***
2. ***What unique perspectives or experiences do you bring to the EUSAIR Youth Council, especially considering your background***? ***What skills and experiences do you possess that make you a suitable candidate for the EUSAIR Youth Council?***
3. ***Are you active in any youth or other civil society organisation or network*** *(could be from any field of interest, not just active citizenship, but also sports, culture, hobby…)****? Do you have the possibility to reach out to young people in the region or to youth or other civil society organisations and networks and in what way?***
4. ***Describe a challenge faced in the Adriatic and Ionian region that you are passionate about. How would you propose to address it through the EUSAIR Youth Council?***

*Please ensure that your response to each question does not exceed 1000 characters, including spaces. All questions are compulsory.*

## Assessment of Applications (internal document)

The assessment will be carried out by Facility Point Partners with the help of assessment guidelines provided in this document.

### Eligibility check

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During the eligibility check each application will be assessed by one assessor, using the eligibility criteria and eligibility check grid. The EUSAIR Youth Council Coordinator at the Facility Point Lead Partner verifies the accuracy of the completed eligibility check. The applicants passing the eligibility check will proceed to the assessment of the motivational letters.

**Eligibility check grid**

1. The applicant has submitted the application within the deadline, all questions related to eligibility criteria are filled in as well as all answers in motivational letter are provided.
* YES. The candidate fulfils each of these requirements.
* NO. The candidate does not fulfil one or more of these requirements.
1. The applicant is a permanent resident of at least one of the EUSAIR participating country and region.

*Please check the answer to question No. 7 in the application form.*

* YES. The candidate has passed this eligibility criterion.
* NO. The candidate has not passed the eligibility criterion.
1. The applicant is aged between 18 and 29 years old (at the time of submitting the application). *Please check the answer to question No. 2.*
* YES. The candidate has passed this eligibility criterion.
* NO. The candidate has not passed the eligibility criterion.
1. The applicant possesses a proficiency level of at least B2 in English.

*Please check the answer to question No. 13.*

* YES. The candidate has passed this eligibility criterion.
* NO. The candidate has not passed the eligibility criterion.
1. The applicant is not a member of EUSDR or EUSALP Youth Councils at the time of applying.

*Please check the answer to question No. 14.*

* YES. The candidate has passed this eligibility criterion.
* NO. The candidate has not passed the eligibility criterion.

### Assessment of Motivational Letters

Each Motivational Letter will be assessed by 2 assessors, coming from EUSAIR Facility Point Partners (excluding the applications from the country of the Project Partner) to reduce subjectivity factor and ensure equal treatment in as far as possible.

During the assessment the following qualitative criteria should be followed by the assessor:.

1. **Relevance**

Refers to answer given in Question 1 of the Motivational Letter

Guiding questions:

* To what extent are the applicant’s personal and professional goals aligned with the mission and long-term vision of EUSAIR?
* Does the applicant clearly state both personal and professional long-term goals?
1. **Insightfulness**

Refers to answer provided in Question 2 of the Motivational Letter

Guiding questions:

* Does the applicant provide fresh and relevant ideas and how they can contribute to the Council's diversity and impact?
* Does the applicant have any experience, any knowledge (formal or informal) or other described characteristics that could contribute to the functioning of the EUSAIR Youth Council?
1. **Networking:**

Refers to answer provided in Question 3 of the Motivational Letter

Guiding questions:

* Is the applicant actively engaged in youth or civil society organizations (local, national, or regional)? What is the extent of the possible outreach to youth in the region?
* Does the applicant provide relevant means how they would reach out to these networks as a possible EYC member?
1. **Motivation for engagement in EUSAIR:**

Refers to answer provided in Question 4 of the Motivational Letter

Guiding questions:

* Does the applicant clearly identify a pressing challenge within the Adriatic-Ionian region that aligns with EUSAIR’s thematic Pillars or strategic objectives?How relevant and innovative is the proposed idea or approach to addressing this challenge within the context of the Youth Council?
1. **Clarity and Coherence (communications skills)**

Refers to answer provided in all 4 questions of the Motivational Letter - all questions shall be checked for clarity and coherence:

Guiding questions:

* Does the applicant clearly and coherently present their ideas and motivations in response to each question?
* Does the applicant persuasively respond to the questions and shows good argumentation skills?
* Each question should be graded by the assessor on a scale of 0 to 3, with 3 being the highest score. When assessing the Motivational Letter, the assessor should mind the age of the applicant when scoring each criterion.

Definition for each score:

|  |  |  |
| --- | --- | --- |
| **Score**  | ***Explanation of Score*** | ***Descriptor of Score*** |
| **3** | ***Good*** – The response is clear, well-structured, and fully addresses the requirements of the criterion. Shows strong relevance, thoughtful insight, and clear motivation. | ***High quality Response*** |
| **2** | ***Satisfactory*** - The response addresses the requirements of the criterion but may have minor shortcomings. | ***Adequate Quality Response*** |
| **1** | ***Poor*** - The response minimally addresses the requirements of the criterion. Lacks detail, is vague or off-topic, and does not demonstrate strong alignment or potential. | ***Low Quality*** |
| **0** | ***Insufficient*** - The response is missing, off-topic, or completely fails to meet the intent of the criterion. No meaningful information included. | ***Not provided or irrelevant*** |

In case of major deviations between the two assessors, for more than one rating (e.g. 1 and 3 or 0 and 2), the two assessors will meet and discuss to provide an appropriate rating.

Candidates should be assessed based on the total score they receive across all questions. In all criteria the candidate should reach an average score of at least 1. To pass, the applicant should reach an average total score equal or above the threshold agreed for each Call. The maximum number of point is 15.

Qualitative Assessment Summary Table

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| --- | --- |
| ***Qualitative Criteria***  | ***Maximum Score*** |
| Relevance | 3 |
| Insightfulness | 3 |
| Networking | 3 |
| Motivation for engagement in EUSAIR | 3 |
| Clarity and Coherence | 3 |
| ***TOTAL SCORE*** | 15 |

### Selection process

Based on the reached quality assessment scores the EUSAIR Facility Point will set the selection threshold at the highest possible value ensuring the balanced representation of all EUSAIR participating countries and gender. All eligible candidates reaching qualitative assessment score equal or above the set threshold will proceed to the selection step. Up to two candidates per country will be selected, seeking balance regarding gender, rural/urban origin, thematic interest and age. A random selection will be applied through the help of a balancing technical procedure. The random selection will only be used for the applicants with the highest qualitative assessment score (above the set threshold). The selection will ensure that in the mandate year there are 2 regular and 2 reserve members coming from each EUSAIR participating country.

A list of candidates proposed for selection, including the reserve list will be prepared The selected candidates’ lists (membership and reserve list) together with the threshold will be proposed to the EUSAIR Youth Consultation Task Force. Upon the Task Force agreement and before the two lists of candidates will be sent to the GB for approval, candidates will be asked to confirm once more their willingness to become EYC members. In the case their willingness is not confirmed, a suitable substitute is selected from the remaining eligible applications. The final list is then proposed to GB for approval.

## Further considerations

**What to do if we do not receive any eligible applications from one or the other country?**

If there are no eligible candidates from one or the other country, the call remains open for applicants from that country with a new deadline for submission. Communication activities targeted to that country will be carried out to encourage participation. Up to two candidates best suiting the balanced representation by gender, rural/urban origin, thematic interest and age in the EYC will be selected and proposed for approval by NC from the respective country.

**What to do if an EYC member can no longer take part in EYC** (e.g. due to illness or move or any other justified reason)?

The reserve list is used to substitute a leaving member. The list of eligible applications is revisited and a new best suitable candidate (to ensure balanced representation) is selected only in case the reserve list is exhausted. After the candidate’s interest is checked, the candidate is approved by the National Coordinator from the respective participating country.

**What to do if an EYC member chooses or could not to prolong their mandate?**

A new call is launched specifying the countries from which the new members should be selected.

In practice this means there will probably be a call announced each year, but not for all countries.

1. I can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible. I can take an active part in discussion in familiar contexts, accounting for and sustaining my views. I can present clear, detailed descriptions on a wide range of subjects related to my field of interest. I can explain a viewpoint on a topical issue giving the advantages and disadvantages of various options. [↑](#footnote-ref-2)